

AGENDA

COMMITTEE ON LANDS AND BUILDINGS

June 15, 2021

**Aldermen Shaw, Levasseur
Cavanaugh, Long, Sharonov**

5:30 p.m.

**Aldermanic Chambers
City Hall (3rd Floor)**

1. Chairman Shaw calls the meeting to order.
2. Due to the COVID-19/Coronavirus crisis and in accordance with Governor Sununu's Emergency Order #12 pursuant to Executive Order 2020-04, this Committee is authorized to meet electronically.

You will be able to view and hear the meeting on Manchester Public TV, either on Channel 22 or on MPTV's website. To dial in to the meeting using your phone, call +1 (408) 650-3123 and enter access code: 435-404-237 when prompted.

3. The Clerk calls the roll.
4. Communication from Owen Friend-Gray, Highway Chief Engineer, requesting reclassification of Groveland Street from a Class VI, unmaintained public street, to a Class V, maintained public street, and that the parcel known as Tax Map 492, Lot 12 be retained for the creation of a hammerhead turn-around at the end of the roadway.
Ladies and Gentlemen, what is your pleasure?
5. Communication from Meghan Geoffrion, owner of 965 Union Street, requesting to purchase a City-owned parcel located directly behind her property (Tax Map 310, Lot 4).
(Note: Attached are responses from the Planning & Community Development Department, Assessor's Office and the Tax Collector's Office.)
A motion would be in order to enter into non-public session pursuant to RSA 91-A:3, II(d) for consideration of property

acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.

A roll call vote is required.

TABLED ITEMS

(A motion is in order to remove any item from the table.)

6. Communication from Hunter Morris regarding the purchase of 521 Maple Street.
(Note: This property was already declared surplus by the committee on 10/29/2019; attached are responses from the Planning & Community Development Department and Assessor's Office.)
7. If there is no further business, a motion is in order to adjourn.

Kevin A. Sheppard, P.E.
Public Works Director

Timothy J. Clougherty
Deputy Public Works Director



Commission
Toni Pappas
Patrick Robinson
James Burkush
Trixie Vazquez
Armand Forest

CITY OF MANCHESTER
Department of Public Works

May 13, 2021

Board of Mayor and Aldermen
c/o CITY CLERKS OFFICE
One City Hall Plaza
Manchester, New Hampshire 03103

Subject: Groveland St: Reclassification and Retention of Parcel 492-12

Dear Honorable Board Members:

At the request of a lot owner located on the Class VI portion of Groveland St, shown on the attached plan, DPW is requesting that the Board of Mayor and Aldermen consider reclassifying the above street from a Class VI, unmaintained public street, to a Class V, maintained public street. In order to accomplish this reclassification, the requirement is a majority vote by the Board of Mayor and Aldermen. The road will be brought up to City standards in this section by the landowner.

Additionally, DPW is requesting that the parcel identified as 492-12, which is a tax deeded property, be retained in accordance with RSA 80:42-a for the creation of a hammerhead type turn-around at the end of the roadway. This action must go through the Lands and Buildings Committee and then requires a majority vote by the Board of Mayor and Aldermen.

A DPW representative will be available to answer any questions.

Sincerely,

Owen Friend-Gray, P.E.
Highway Chief Engineer

cc/Kevin A. Sheppard, P.E.

1.) "LAKEVIEW TERRACE, MANCHESTER, N.H., OWNED BY WM. J. COUGHLIN", DATED JUNE 1899.
RECORDED AS HCRD PLAN #306A.

2.) "CITY OF MANCHESTER, NEW HAMPSHIRE, DEPARTMENT OF HIGHWAYS, GROVELAND AVENUE RECONSTRUCTION, 1997", DATED JANUARY 1997, PREPARED BY THE CITY OF MANCHESTER, DEPARTMENT OF HIGHWAYS, ENGINEERING DIVISION, RECORDED AT THE CITY OF MANCHESTER, DEPARTMENT OF HIGHWAYS.

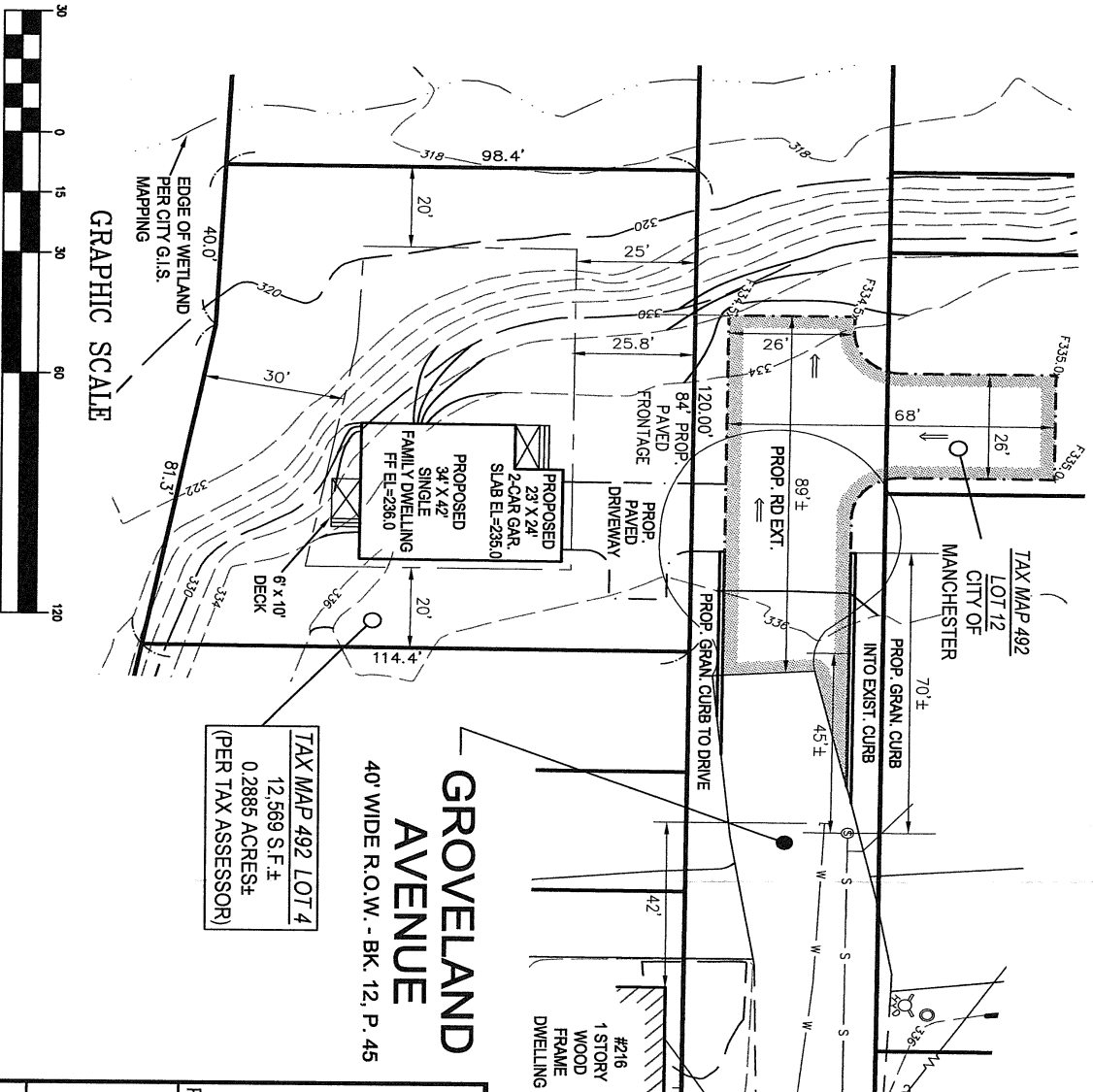
1). THE SUBJECT PARCEL IS LOT #4 ON THE CITY OF MANCHESTER TAX MAP #92. THE OWNER OF RECORD IS TECHTOMIC MANAGEMENT INC. OF 30 AUTUMN RUN, HOOKSETT, NH 03106. V. 8990 P. 1340.

2.) THE SUBJECT PARCEL IS ZONED R-1A. MINIMUM LOT SIZE IS 12,500 SQ. FT. MINIMUM LOT FRONTAGE = .100'. SETBACKS ARE AS FOLLOWS: FRONT = 25', SIDE = 20' AND REAR = 30'. THE PARCEL IS ALSO LOCATED IN THE LAKE MASSABESIC PROTECTION OVERLAY DISTRICT. THE SETBACKS SHOWN ARE FOR REFERENCE ONLY AND NEED TO BE VERIFIED WITH THE ZONING COMPLIANCE OFFICER.

3.) THE INTENT OF THIS PLAN IS TO SHOW THE PROPOSED LOCATION OF THE DWELLING ON THE SUBJECT PARCEL.

4.) THE LOCATION OF THE EXISTING UNDERGROUND UTILITIES IS BASED ON PLAN REF. #2.

5.) THE BOUNDARY AND TOPOGRAPHIC INFORMATION SHOWN IS TAKEN FROM THE CITY OF MANCHESTER G.I.S. AND HAS NOT BEEN FIELD VERIFIED. THIS OFFICE HAS NOT COMPLETED A BOUNDARY OR TOPOGRAPHIC SURVEY OF THE PROPERTY.



GROVELAND
AVENUE

40' WIDE R.O.W. - BK. 12, P. 45

TAX MAP 492 LOT 4
12,569 S.F.±
0.2885 ACRES±
(PER TAX ASSESSOR)

PLOT PLAN BY:

**ZBA EXHIBIT PLAN FOR
TECHTONIC MANAGEMENT INC.,
TAX MAP 492 LOT 4
332 GROVELAND AVENUE
MANCHESTER, NEW HAMPSHIRE**

DATE: JULY 28, 2020

SCALE: 1" = 30'

802 AMHERST STREET
MANCHESTER, NH 03104
TEL: (603) 647-4282 OR 736-8203
FAX: (603) 623-1910
WEB: WWW.JMWILLS.COM

Joseph M. **Wichert**

LAND SURVEYOR & SEPTIC SYSTEM DESIGNER

SEE JOB #20151922
JOB #2016194-V2
F.B. - P. -
SHEET 1 OF 1
SHEET S1

May 13, 2021

Barbara Shaw, Chairwoman
Committee on Lands & Buildings
C/O Matthew Normand, City Clerk
Office of the City Clerk
One City Hall Plaza
Manchester, NH 03101

RECEIVED

MAY 14 2021

City Clerk's Office

Dear Ms. Shaw,

I am writing to inquire if the City would consider sale of the portion of City plot #310-4 located directly behind my property at 965 Union Street, City plot #310-5. I purchased 965 Union Street in November 2020 and it appears that prior owners have been maintaining the portion of plot #310-4 located directly behind it. It is my intention to fence in my property, but am waiting to file the permit application, until final determination on this inquiry can be made.

Plot #310-4 is City owned, with no direct street access, and has below grade sewer and drainage lines. I was able to confirm with David Mears and Owen Friend-Gray at DPW that there is no current maintenance plan for this plot of land. They also mentioned, that if the City is not amenable to selling the portion of plot #310-4 directly behind my property, that the City might consider a revocable/non-transferable agreement in which I could fence in this portion, in exchange for maintaining the land and that removal of the fence would be at my expense should the City ever need to work on the sewer and/or drainage lines on this plot.

I have attached a phot of my backyard and portion of plot #310-4 located directly behind. I continue to maintain the land, again until a final determination can be reached. Additionally, I have attached the plot plan showing my existing property outlined in orange, existing fence lines on neighboring properties outlined in blue, and if the City is amenable to sale or revocable agreement, potential fence line outline in yellow.

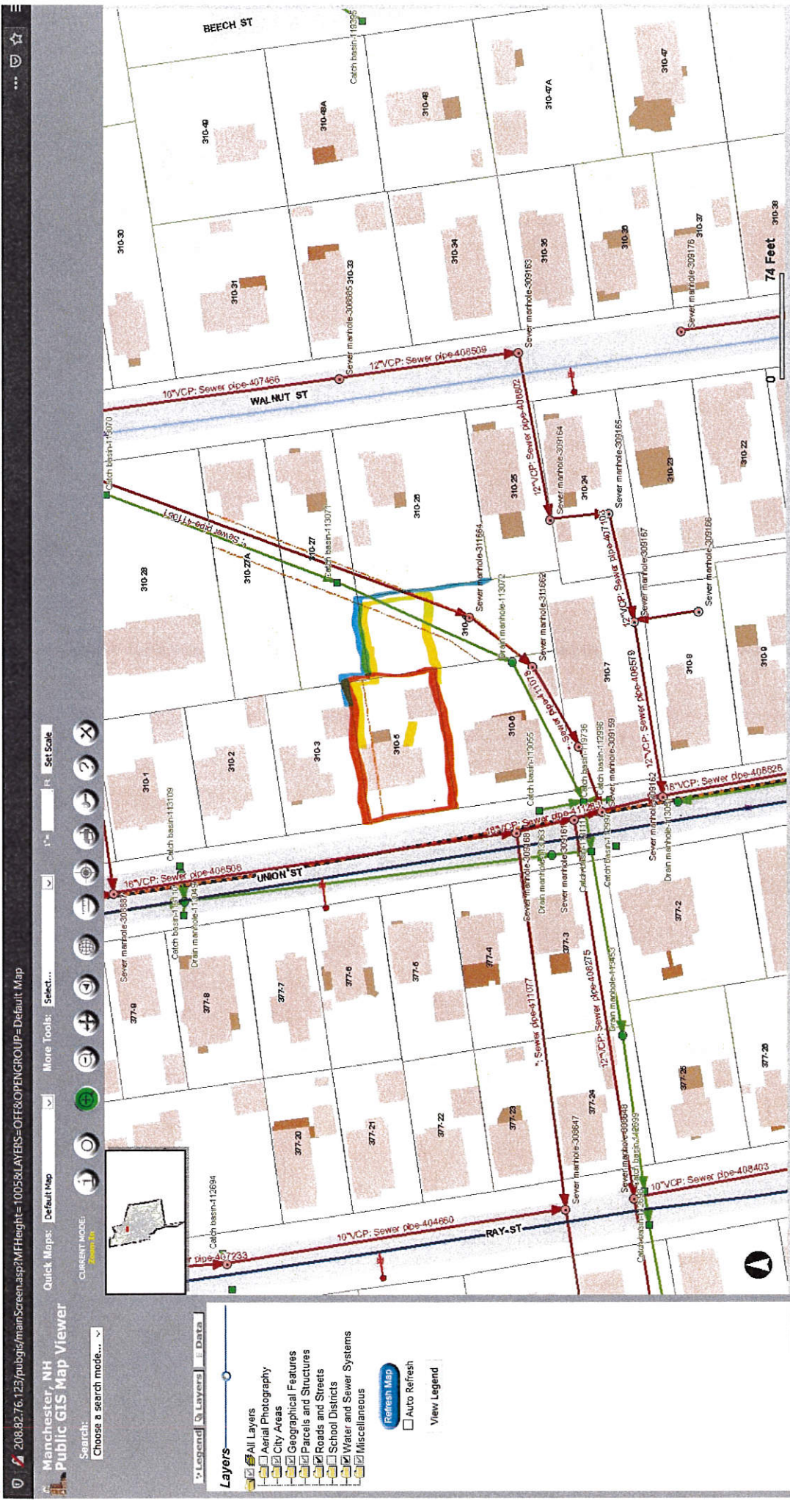
It should be mentioned that I am prepared to make a cash purchase the portion of plot #310-4 behind #310-5 with no financing required.

Thank you in advance for your consideration, and please do not hesitate to contact me with any clarifications or additional documentation needed.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Meghan M. Geoffrion', with a long horizontal line extending to the right.

Meghan M. Geoffrion
mgeoffrion@gmail.com
(978) 500-3785





*Brenda Masewic Adams, CTC
Tax Collector*



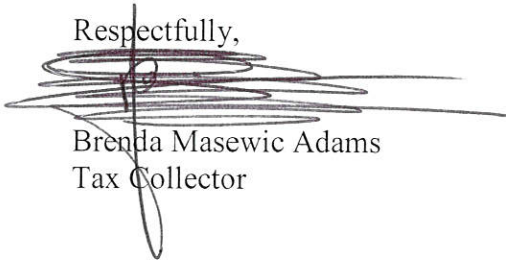
*Laura Mills
Deputy Tax Collector*

***CITY OF MANCHESTER
TAX COLLECTOR***

DATE: May 28, 2021
TO: Committee on Lands & Buildings
FROM: Brenda Masewic Adams, Tax Collector
RE: Request to Purchase Map 0310, Lot 0004, Union St

This parcel is non-taxable land and is managed by City's Highway Department. The Planning and/or Highway Department can provide details on the City's current and future needs for the parcel. It is not tax-deeded property and has no back-taxes.

Respectfully,



Brenda Masewic Adams
Tax Collector



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Planning & Land Use Management
Building Regulations
Code Enforcement Division
Community Improvement Program
Zoning Board of Adjustment

Leon L. LaFreniere, AICP
Director

Pamela H. Goucher, AICP
Deputy Director Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director Building Regulations

May 26, 2021

Alderman Barbara Shaw, Chairwoman
Committee on Lands and Buildings
Board of Mayor and Aldermen
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Request to Purchase Tax Map 310 Lot 4

Dear Chairwoman Shaw and Honorable Committee Members:

The City has received a request to purchase the City-owned real estate referenced above. The purpose of this letter is to provide a response from the Planning and Community Development Department (PCD), pursuant to Sections 34.15 – 25 of the Manchester Code of Ordinances.

After consultation with the Department of Public Works, PCD recommends that it would be in the City's interest to return the property to the private sector. There appears to be no public purpose to which the lot would reasonably be put, and sale of the lot would further the City's policy to return surplus property to the tax rolls.

Please note that an easement to the City should be reserved with any conveyance of the lot. As shown on the map included with this letter, there are sewer and drainage lines going through the property. DPW has requested a utility easement that encompasses the entire lot to allow necessary access.

Please also note that Section 34.21 of the Manchester Code of Ordinances states that City-owned lots must be declared "surplus" prior to their sale, and that the sale shall be public, unless disposal by private sale would be in the best interests of the City, is required by justice, or if other good reasons exist. As shown on the map, there are multiple abutters to the property, and more than one of them may have an interest in acquiring it.

A member of PCD staff will be available at your next meeting, should you have any questions.

Sincerely,

Jeffrey Belanger, AICP
Senior Planner
Manchester Planning and Community Development Department

Tax Map 310, Lot 4

Union Street

Walnut Street

Drainage Line

Sewer Line

0 20 40 80 Feet



Produced by the Manchester Planning and Community Development Department
for a report submitted to the Committee on Lands and Buildings



CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
Email: assessors@ci.manchester.nh.us
Web: www.ManchesterNH.Gov



Robert J. Gagne, Chairman
Michael W. Hurley

Lisa Turner
Assistant to Assessors

To: Chairman Barbara Shaw, Committee on Lands & Buildings
From: Board of Assessors
Date: May 28, 2021
Re: Map 310, Lot 4 / vacant lot off Union St / City Owned Land
Request to Value Property

The Assessors have completed an analysis of the estimated market value of the above-referenced property. The following is a summary of important facts and the value estimate:

Property Location	off Union St / north of Webster St
Assessors Map/Lot	Map 310, Lot 4
Property Owner	City of Manchester, Highway Department
Deed Book/Page	Book 2329, Page 587
Date Acquired	Signed October 5, 1973 / Recorded October 11, 1973
Improved/Vacant	Vacant
Total Land Area	7,588 square feet.
Current Zoning	Residential R-1B / Residential One Family
Overlay District	N/A
Easements / Restrictions	Drainage & Sewer
Estimated Value	To be disclosed in non-public session (RSA 91-A:3 II(d))
Comments	Vacant landlocked parcel, no road frontage and unbuildable. The parcel is bisected by sewer and drainage lines. There are six individually owned abutting parcels, including the parcel owned by the party seeking to purchase this parcel. Tax collector reports this is not a tax deeded parcel. Purchased by City in 1973 for area sewer and drainage improvements. Ownership is listed as City of Manchester, Highway Department.

Respectfully,

A handwritten signature in black ink, appearing to read "Robert J. Gagne".

Robert J. Gagne, CNHA, NHCG
Chairman

Attachments:

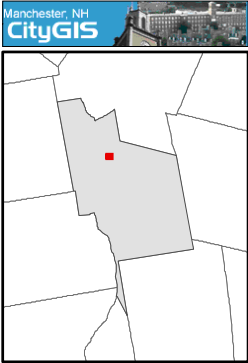
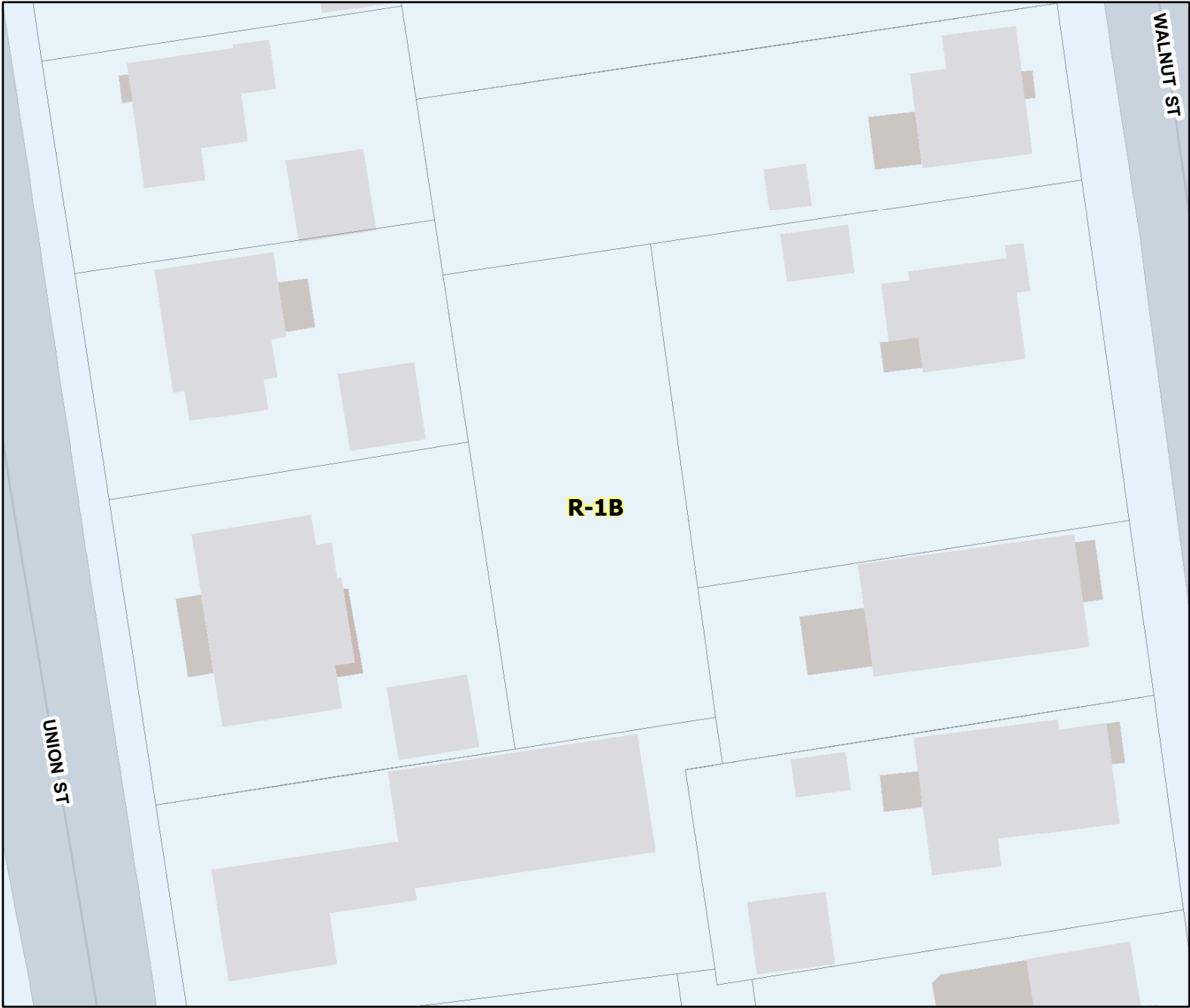
-Property Card, GIS Parcel Map, GIS Zoning Map, GIS Aerial Photo Map

State Use 960V
Print Date 05-28-2021 4:38:26 P

VISION

State Use 960V
Print Date 05-28-2021 4:38:26 P

A photograph of a large, dense tree with vibrant green foliage, partially obscuring a dark-colored house with white trim and windows. The tree's canopy is thick and fills most of the frame, with sunlight filtering through the leaves. The house is visible on the right side, showing a dark exterior and white window frames.

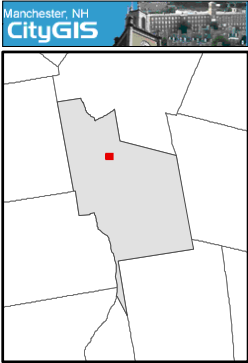


Area Map Showing Extent Of Map At Left



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.



Area Map Showing Extent Of Map At Left



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.

Hunter Morris
Wire to Wire Technologies
66A Ashland Street, Manchester, NH 03104
603-809-6919 Hmorris@wiretowiretechnologies.com

January 11, 2021

Brenda Masewic Adams
Manchester Tax Collector's Office
One City Hall Plaza – West Wing, Manchester, NH 03101
603-624-6575

To Whom It May Concern:

My name is Hunter Morris and I am the owner of Wire to Wire Technologies, an IT company based here in Manchester, NH. I have been on the search for a property to move my growing business into and I came across 521 Maple street last year when it was listed on the market. I am writing to you at this time to express my interest in this property.

I currently live and run my business out of Manchester which makes this property location convenient. I intend to bring the property up to code and perform renovations to utilize it as a commercial space for my business. If zoning permits, I plan to explore converting this property to mix use so I can use it as my primary residence as well. The end goal would be one commercial and one residential unit. My business provides remote and onsite services so our customers would not have an impact on traffic or parking in the area.

I am a qualified buyer and have already been pre-approved by a lender. Letter available upon request. Thank you for taking the time to review this letter. If purchasing this property is possible, I look forward to hearing back on the next steps.

Sincerely,

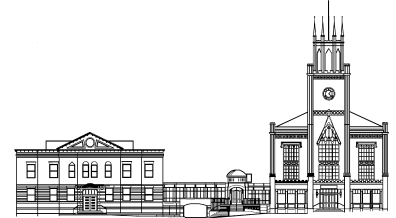


Hunter Morris



CITY OF MANCHESTER Board of Assessors

One City Hall Plaza, West Wing
Manchester, New Hampshire 03101
Tel: (603) 624-6520 – Fax: (603) 628-6288
Email: assessors@ci.manchester.nh.us
Web: www.ManchesterNH.Gov



Robert J. Gagne, Chairman
Michael W. Hurley

Lisa Turner
Assistant to Assessors

To: Chairman Barbara Shaw, Committee on Lands & Buildings
From: Board of Assessors
Date: February 9, 2021
Re: Map 410, Lot 35 / 521 Maple St / City Owned Office Building
Request to Value Property

The Assessors have completed an analysis of the estimated market value of the above-referenced property. The following is a summary of important facts and the value estimate:

Property Location	521 Maple St
Assessors Map/Lot	Map 410, Lot 35
Property Owner	City of Manchester
Deed Book/Page	Bk - Pg Unknown / Undetermined
Date Acquired	Unknown / Not a Tax deeded parcel
Improved/Vacant	Improved / Small Office Building (3,755 square feet)
Total Land Area	10,248 square feet
Current Zoning	B-1 / Neighborhood Business
Overlay District	N/A
Easements	None known
Estimated Value	To be disclosed in non-public session (RSA 91-A:3 II(d))
Comments	Woodframe structure believed to have originally been constructed in 1890 and currently containing approximately 3,775 square feet of gross useable office area. Used most recently by the City School District. Building would need sprinkler system installed for continued use by the District, which has abandoned the use, reportedly due to high cost of retrofitting building to current safety standards. Currently vacant. Subject site is serviced by all public utilities. Recommend discussion of value in non-public session (RSA 91-A:3 II(d)).

Respectfully,

Robert J. Gagne
Chairman

Property Location: 521 MAPLE ST

MAP ID:0410/ / 0035/ /

Bldg Name:

State Use:9200

Vision ID: 12095

Account #12404968

Bldg #: 1 of 1

Sec #: 1 of 1

Card 1 of 1

Print Date:10/07/2019 09:39

CURRENT OWNER		TOPO.	UTILITIES	STRT./ROAD	LOCATION	CURRENT ASSESSMENT				2017 MANCHESTER, NH VISION									
CITY OF MANCHESTER		11 Suitable	1 All Public	1 Paved	9 Corner	Description	Code	Appraised Value	Assessed Value										
% CITY CLERK ONE CITY HALL PLAZA MANCHESTER, NH 03101 Additional Owners:		1 Level		5 Curb & Gutter	1 Urban	EXEMPT	9200	217,700	217,700										
				6 Sidewalk		EXM LAND	9200	99,000	99,000										
SUPPLEMENTAL DATA						EXEMPT	9200	1,400	1,400										
Other ID:				RAD OR CADCAD = 720															
Land Adjust NO				Callback Ltr															
Voided NO				Sketch Note															
Total SF 10248				Land Class E															
Zone				Parcel Zip 03104-4949															
Frontage/Dep No				ASSOC PID#															
GIS ID: 410-35						Total				318,100									
										318,100									
RECORD OF OWNERSHIP		BK-VOL/PAGE	SALE DATE	q/u	v/i	SALE PRICE	V.C.	PREVIOUS ASSESSMENTS (HISTORY)											
CITY OF MANCHESTER			03/10/2006			0		Yr.	Code	Assessed Value	Yr.	Code	Assessed Value						
								2018	9200	217,700	2017	9200	217,700						
								2018	9200	99,000	2017	9200	99,000						
								2018	9200	1,400	2017	9200	1,400						
								Total:		318,100	Total:		318,100						
								Total:		318,100	Total:		318,100						
EXEMPTIONS				OTHER ASSESSMENTS				This signature acknowledges a visit by a Data Collector or Assessor											
Year	Type	Description	Amount	Code	Description	Number	Amount	Comm. Int.											
Total:																			
ASSESSING NEIGHBORHOOD										APPAISED VALUE SUMMARY									
NBHD/ SUB		NBHD NAME		STREET INDEX NAME		TRACING		BATCH		Appraised Bldg. Value (Card)									
605/A										217,700									
										Appraised XF (B) Value (Bldg)									
										0									
										Appraised OB (L) Value (Bldg)									
										1,400									
										Appraised Land Value (Bldg)									
										99,000									
										Special Land Value									
										0									
										Total Appraised Parcel Value									
										318,100									
										Valuation Method:									
										C									
										Adjustment:									
										0									
										Net Total Appraised Parcel Value									
										318,100									
BUILDING PERMIT RECORD										VISIT/ CHANGE HISTORY									
Permit ID	Issue Date	Type	Description	Amount	Insp. Date	% Comp.	Date Comp.	Comments	Date	Type	IS	ID	Cd.	Purpose/Result					
									11/14/2005			DP	02	2nd Visit Not Home					
									10/14/2000			DP	01	Meas/Int Estimate					
									05/30/1991				00	Meas & Int Insp.					
LAND LINE VALUATION SECTION																			
B #	Use Code	Use Description	Zone	Frontage	Depth	Units	Unit Price	I. Factor	S A	C. Factor	ST. Idx	S.I. Adj.	Notes- Adj	Rec Y/N	CU Cond	Special Pricing	Adj. Unit Price	Land Value	
1	9200	NON PROFIT MDL-94				10,248	7.73	1.0000	1	1.00	605	1.25		N	0.000		9.66	99,000	
Total Card Land Units:						0.24	AC	Parcel Total Land Area:						0.24	AC	Total Land Value:			
																99,000			

Property Location: 521 MAPLE ST

MAP ID:0410/ / 0035/ /

Bldg Name:

State Use:9200

Vision ID: 12095

Account #12404968

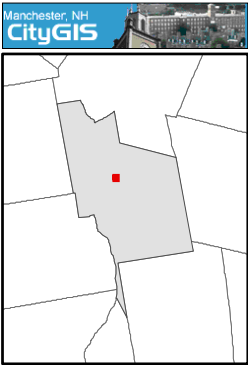
Bldg #: 1 of 1

Sec #: 1 of 1

Card 1 of 1

Print Date:10/07/2019 09:39

CONSTRUCTION DETAIL					CONSTRUCTION DETAIL (CONTINUED)							
Element	Cd.	Ch.	Description	Element	Cd.	Ch.	Description					
Style	18		Office Bldg									
Model	94		Commercial									
Grade	04		Average +05									
Stories	1.75											
Occupancy	1			MIXED USE								
Exterior Wall 1	25		Vinyl Siding	Code	Description		Percentage					
Exterior Wall 2				9200	NON PROFIT MDL-94		100					
Roof Structure	03		Gable/Hip									
Roof Cover	03		Asph/F Gls/Cmp									
Interior Wall 1	03		Plastered	COST/MARKET VALUATION								
Interior Wall 2												
Interior Floor 1	14		Carpet	Adj. Base Rate:		78.67						
Interior Floor 2	05		Vinyl/Asphalt									
Heating Fuel	02		Oil	Replace Cost		340,099						
Heating Type	05		Hot Water	AYB		1890						
AC Type	01		None	EYB		1980						
				Dep Code		AV						
Bldg Use	9200		NON PROFIT MDL-94	Remodel Rating								
Total Rooms				Year Remodeled								
Total Bedrms	00			Dep %		36						
Total Baths	0			Functional ObsInc		0						
				External ObsInc		0						
				Cost Trend Factor		1						
				Condition								
Heat/AC	00		NONE	% Complete								
Frame Type	02		WOOD FRAME	Overall % Cond		64						
Baths/Plumbing	02		AVERAGE	Apprais Val		217,700						
Ceiling/Wall	06		CEIL & WALLS	Dep % Ovr		0						
Rooms/Prtns	02		AVERAGE	Dep Ovr Comment								
Wall Height	8			Misc Imp Ovr		0						
% Conn Wall				Misc Imp Ovr Comment								
				Cost to Cure Ovr		0						
				Cost to Cure Ovr Comment								
OB-OUTBUILDING & YARD ITEMS(L) / XF-BUILDING EXTRA FEATURES(B)												
Code	Description	Sub	Sub Descript	L/B	Units	Unit Price	Yr	Gde	Dp Rt	Cnd	%Cnd	Apr Value
PAV1	PAVING-ASPH			L	1,200	2.30	2016		0		50	1,400
BUILDING SUB-AREA SUMMARY SECTION												
Code	Description			Living Area		Gross Area	Eff. Area		Unit Cost		Undeprec. Value	
BAS	First Floor			2,302		2,302	2,302				181,101	
FHS	Half Story, Finished			105		210	105				8,266	
FOP	Porch, Open			0		95	24				1,888	
TQS	Three Quarter Story			1,368		1,824	1,368				107,621	
UBM	Basement, Unfinished			0		2,074	519				40,833	
WDK	Deck, Wood			0		50	5				391	
Ttl. Gross Liv/Lease Area:				3.775		6.555	4.323				340,099	

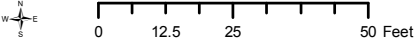


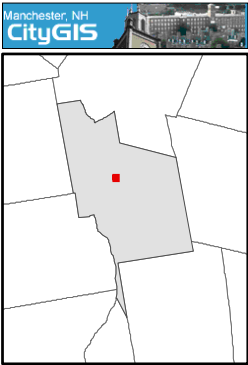
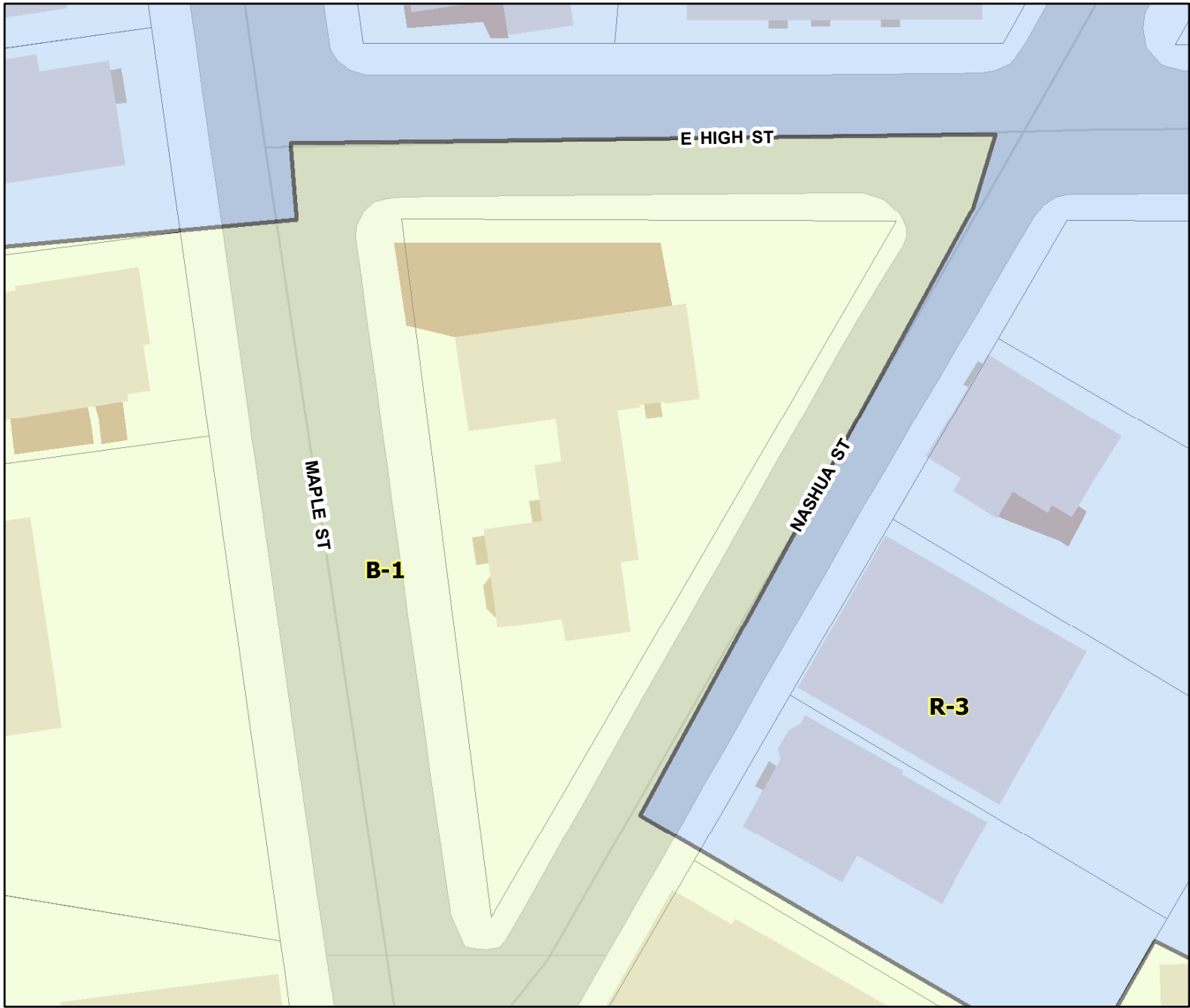
Area Map Showing Extent Of Map At Left



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.



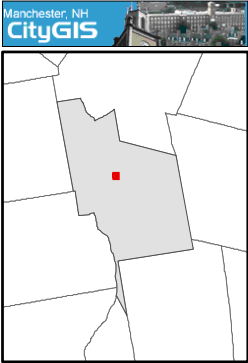


Area Map Showing Extent Of Map At Left



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.



Area Map Showing Extent Of Map At Left



DISCLAIMER

The information appearing on this map is for the convenience of the user and is not an official public record of the City of Manchester, NH (the "City"). This map is not survey-quality. All boundaries, easements, areas, measurements, rights-of-way, etc. appearing on this map should only be considered approximations, and as such have no official or legal value. The City makes no warranties, expressed or implied, concerning the accuracy, completeness, reliability, or suitability of this information for any particular use. The City assumes no liability whatsoever associated with the use or misuse of this information. The official public records from which this information was compiled are kept in the offices of various City, County, and State government agencies and departments, and are available for inspection and copying during normal business hours. By using this map, you agree to these terms and conditions.



CITY OF MANCHESTER

PLANNING AND COMMUNITY DEVELOPMENT

Leon L. LaFreniere, AICP
Director

Planning & Land Use Management
Building Regulations
Code Enforcement Division
Community Improvement Program
Zoning Board of Adjustment

Pamela H. Goucher, AICP
Deputy Director Planning & Zoning

Michael J. Landry, PE, Esq.
Deputy Director Building Regulations

February 9, 2021

Alderman Barbara Shaw, Chairman
Committee on Lands and Buildings
Board of Mayor and Aldermen
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Request to Purchase 521 Maple Street, Tax Map 410 Lot 35

Dear Chairwoman Shaw and Honorable Committee Members:

The City has received a request to purchase the City-owned real estate referenced above. The purpose of this letter is to provide a response from the Planning and Community Development Department (PCD), pursuant to Sections 34.15 – 25 of the Manchester Code of Ordinances.

As shown on the map included with this letter, the property is a triangular-shaped parcel located at the intersection of Maple Street, Nashua Street, and East High Street. It is occupied by a two-story, 6,500-square-foot building, which was most recently used by the School District. Before that, the City leased it to the Latin American Center, Inc. for decades. The School District left the building more than a year ago, as it did not have a sprinkler system. It has been unoccupied since.

Due to the lack of use that the City has for the building and the expense of installing a sprinkler system, PCD recommends that it would be in the City's best interest to determine the property "surplus," pursuant to Sections 34.21–22 of the Code, and sell it. Please note that the Code requires City-owned lots to be sold publicly, unless another manner of sale would be in the best interest of the City or required by justice.

The request letter submitted by Mr. Morris states that he would like to use the property for both his information-technology business and his residence. There may be a variance and a conditional-use permit needed from the City to accommodate the proposed uses and parking demands, which could be made contingencies of the sale.

A member of PCD staff will be available at your next meeting, should you have any questions.

Sincerely,

Jeffrey Belanger, AICP
Senior Planner
Manchester Planning and Community Development Department

Cc: Robert Gagne, Chairman, Board of Assessors
Brenda Masewic Adams, Tax Collector
Kevin Sheppard, P.E., Director of Public Works
File

521 Maple Street

East High Street

Maple Street

Nashua Street

0 12.5 25 50
Feet



Produced by the Manchester Planning and Community Development Department
for a report submitted to the Committee on Lands and Buildings